

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING # 596**

AGENDA

Tuesday, November 5th, 2013

REGULAR MEETING – 6:30 PM

OPEN TO THE PUBLIC

Palisades United Methodist Church

27002 Camino de Estrella, Capistrano Beach, CA

THIS AGENDA CONTAINS A BRIEF GENERAL DESCRIPTION OF EACH ITEM TO BE CONSIDERED. **EXCEPT AS OTHERWISE PROVIDED BY LAW, NO ACTION WILL BE TAKEN ON ANY ITEM NOT APPEARING IN THE FOLLOWING AGENDA.** IF MEMBERS OF THE PUBLIC WISH TO ADDRESS THE BOARD REGARDING ANY ITEM CONTAINED IN THE FOLLOWING AGENDA THEY ARE ASKED TO PLEASE INFORM THE DISTRICT MANAGER OR THE CHAIRPERSON BY SUBMITTING A REQUEST FORM **PRIOR TO THE START OF THE MEETING.**

Clarification:

Action Item – This means the Board must approve an item by motion and a majority vote

Discussion Item – This means no Board approval is required

Receive and File – No discussion is necessary unless there is a question about the item

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. PUBLIC COMMENTS

Members of the public may address the Board regarding any item not on the agenda provided that the subject matter is within the jurisdiction of the Board and that **NO ACTION WILL BE TAKEN ON OFF AGENDA ITEMS UNLESS OTHERWISE AUTHORIZED BY LAW.**

E. APPROVAL OF MINUTES

1. *Approval of minutes of meeting #595 of October 1st, 2013. (action item)*

F. SECURITY ACTIVITY REPORT

1. *One month period for September, 2013 (Securitas). (discussion item)*

2. *Disaster preparedness progress report from Jeff Lurner*

3. *Further discussion on prohibiting wood burning beach fires – Assembly Bill 1102, Allen*

4. *License plate video camera at community entrance*

5. *Progress on solutions to illegal parking problems*

6. *OCTA request to remove chain-link safety fence along RR tracks*

G. FINANCIAL REPORT

1. *Monthly Payment Claims (receive and file)*

These are the record of payments made by the District for monthly bills, invoices for goods and services and employee payroll and are always available for public review during Board meetings and at the District office during business hours.

2. *Report of monthly expenses and year to date status through Sept. 30th, 2013. (discussion)*
3. *Recommendation by the District's Accountant to establish a separate reserve bank account*

H. DISTRICT ADMINISTRATION OFFICE/PERMITS (discussion)

The District has hired an outside attorney firm to look into alternatives to the City's requirement that we process a Zone Change Application. This effort is in process and there is no written report.

I. COMMITTEE REPORTS

1. *CBRA Activity Report*

No report has been submitted by CBRA.

J. MANAGER'S REPORTS and OLD BUSINESS

1. *Webb Community Management monthly report (discussion)*
2. *Follow up on LAFCO Sphere of Influence map – results of title search (discussion)*
3. *District document storage inventory review*
4. *Review of items on Mgr's Priority List (discussion/possible action)*

K. NEW BUSINESS (discussion and possible action)

There is no new business.

L. WRITTEN COMMUNICATIONS (discussion)

There are no written communications.

M. BOARD AND STAFF COMMENTS

Members of the Board of Directors and staff will be given an opportunity to comment on any item of concern for possible future consideration, make announcements or requests for information.

N. ADJOURNMENT

ATTEST

State of California)
 County of Orange)ss
 Capistrano Bay District)

I, DONAL S. RUSSELL, Manager of the Capistrano Bay Community Services District, hereby certify that a copy of the foregoing agenda was posted at the District Administrative Building on Friday, November 1st, 2013 at 5:00 PM.

Donal S. Russell
 Donal S. Russell, Manager
 Capistrano Bay Community Services District

November 1, 2013
 Date